

## news & notes

The Installation Safety Office has officially moved to 810 Schreider Street. You can find them in Suite 7 which is located in the basement. Making the move for Safety were Rudy Spencer, Installation Safety Manager, Sharon Mangrum & Bill Brubaker, Safety and Occupational Health Specialists; Dr. Ed Shum, Contractor for Decommissioning; Senitta Conyers & Julynn Joseph, Staff Assistants; David Hudlow, Radiation Protection Officer. All of these names probably sound familiar to you except for the last one. David Hudlow is a new employee who came to us through the Army Safety and Occupational Health Intern Program. You will see David out and about on post, perhaps inspecting your area or following up on hazards. Please give him a hearty Fort Detrick welcome. The phone numbers for the Safety Personnel are as follows:

Rudy - 33135  
Sharon - 33153  
Bill - 33155  
David - 33922  
Dr. Shum - 33156  
Senitta & Julynn 33134/37318  
Fax Numbers - 30036

Unfortunately, the entire Safety Office did not make the move together, however, in the near future the workers' compensation office will also be moving to 810. Until that time you can still reach Ruth and Angie at 1500 Porter Street. More information about their move will be made available in future issues.

# Installation Safety Office

810 Schreider Street

301-619-7318

Fort Detrick, MD

Feb-Mar 2004

## Keep Safe, Keep Healthy

### Uncover potential incidents before they happen

Staying healthy on the job means remaining free of injuries and job-related illness. But to judge by accident statistics, Americans aren't doing enough to protect themselves at work. Every few seconds, someone is injured on the job. What can you do about it? You can avoid becoming a statistic yourself and can help prevent others from being injured as well. How? By paying attention to the job and staying alert to possible hazards while you work. Here are four ways:

#### 1. Think Ahead

Look for and identify hazards. All day think about:

- What you're working with
- What you'll be doing
- Where you'll be walking
- What could go wrong

#### 2. Stay Alert

Train yourself to:

- Give work your full attention.
- Avoid becoming complacent or taking shortcuts, no matter how many times you've done a job or how many years of experience you have.
- Inspect your work area, materials, and equipment for safety each day before you begin working.
- Be constantly aware of possible hazards.
- Be prepared to avoid trouble at any time.

#### 3. Ask Questions

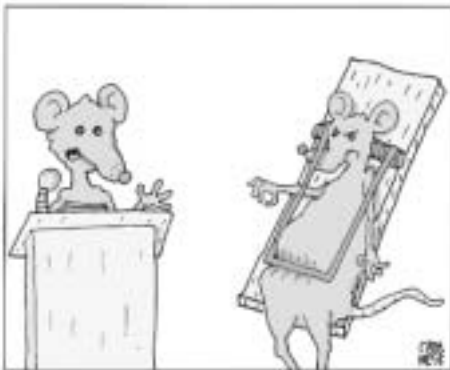
Check things out with your supervisor when:

- You're not sure what to do or the safest way to do it.
- You're dealing with a new procedure, substance, or piece of equipment.
- Something seems wrong, but you're not sure what.

#### 4. Take Responsibility for Safety

Take action to protect yourself and your co-workers:

- Always use assigned personal protective equipment.
- Follow all safety rules.
- Keep your work area neat and clean.
- Correct safety problems you're trained and authorized to fix.
- Report hazards you can't correct yourself to your supervisor right away and warn co-workers of the hazard until the problem has been eliminated.



"Our next speaker will discuss the importance of identifying on-the-job hazards."



# What Would You Do?

## How social pressure can cause accidents

Believe it or not, one of the causes of workplace accidents is social pressure. People don't want to look like a goody-two-shoes or a wuss, so they'd rather take a chance doing something potentially dangerous.

Sound crazy? Sure. But then again how would you react in the following situations? Be honest with yourself.

- You forgot your eye protection in your locker so you tell your co-worker you'll be right back. *Come on, buddy!* says your co-worker. *We don't have all day. You don't need those things. Look at me. I'm not wearing safety glasses either. You think I'm worried about it? Besides, this job will only take a couple of minutes. What could go wrong?*
- You and a co-worker are assigned a job that involves using an unfamiliar substance. Your boss tells you to read the material safety data sheet (MSDS) carefully before you start working. Your co-worker says, *We don't need the MSDS. I know what to do, don't worry.*
- You see a co-worker spill coffee on the floor. You politely suggest that he clean it up so somebody doesn't slip on it and fall. The co-worker laughs and says, *What do I look like, a maid?* and walks away. Several other co-workers laugh, one asks if you want somebody to dust your workstation, too.

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### FORKLIFT SAFETY AND SEAT BELTS

**Q.** Why is it important to wear a seat belt when operating a forklift? It's a nuisance, particularly when you're only traveling short distances.

**A.** One of the biggest hazards of forklift operation is that the truck will overturn. Unfortunately, this can easily occur if a truck is overloaded or top-heavy. These accidents occur all too frequently, particularly when equipment is on a ramp. If the truck should tip over, being belted in will avoid your being thrown out and crushed by the equipment or the load. It may seem like a nuisance to use a seat belt, but it could be a lifesaver.

### WARNING SIGNS OF A HEART ATTACK

Since February is American Heart Month, this is a good time to review the warning signs of a heart attack. According to the American Heart Association, look for:

- Chest discomfort—an uncomfortable pressure, squeezing feeling, or pain, usually in the center of the chest and usually lasting more than a few minutes. But chest pain can also go away and come back.
- Discomfort in other areas of the upper body—including one or both arms, the back, neck, jaw, or stomach.
- Shortness of breath—usually accompanied by chest discomfort. But it can also come before chest discomfort.
- Other signs—including breaking out in a cold sweat, nausea, or lightheadedness.

If you or someone you know has one or more of these symptoms, call 911.

## First Aid for Eye Injuries

### Particles in the Eye

- Do not rub.
- Lift upper eyelid outward and down over lower lid. Let tears wash out particle.
- If that doesn't work, flush the eye with water until particle comes out.
- If the particle still does not wash out or if pain or redness continues, bandage the eye lightly and get medical attention.

### Chemical Splashes or Burns

- Hold the eye open and flush with water for at least 15 minutes.
- Call for emergency medical assistance.
- Check the MSDS for information about the chemical to give to emergency medical personnel.

### Blow to the Eye

- Apply a cold compress without pressure for 15 minutes to reduce pain and swelling.
- Get medical attention at once if pain continues or if vision is affected.

### Penetrating Object in the Eye

- Call for emergency medical assistance immediately.
- *Do not* remove, move, or put pressure on the object.
- Immobilize the object by placing a paper cup or soft, bulky dressing around the object and securing it in place with a bandage.
- Bandage both eyes so that the victim will keep the injured eye still.



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### ATTENTION, SMOKERS!

Smoking is a common cause of fires. If you still smoke, remember these guidelines:

- Obey NO SMOKING signs and rules.
- Smoke only in designated areas.
- Never smoke near combustible materials (like paper, wood, etc.) or around flammable liquids.
- Extinguish and dispose of cigarettes and matches *only* in metal containers labeled for that purpose.

### CARRYING TOOLS

Many hand tool injuries occur when tools are being carried or when they're left somewhere. Remember these rules:

- Carry pointed tools such as screwdrivers with the pointed edges away from your body.
- Use a toolbox or belt if you're carrying several tools.
- Haul tools up a ladder in a bucket or bag and bring them down the same way.
- Keep track of your tools and don't leave any lying around, especially if you're working above ground level.
- Always hand, don't throw, tools to co-workers. Pass them handle first. Be extra careful when passing sharp or pointed tools to a co-worker.

### NUTRITION CHALLENGE

March is National Nutrition Month. Maybe it's time to make some changes in your diet. Why not take this nutrition challenge? For a whole week choose more fruits, vegetables, and grains and avoid sugary, high-fat foods. Bet you'll feel better and more energetic by the end of the week. Try it! What have you got to lose but a couple of pounds?

# Release the Tension

## Effective strategies to reduce unavoidable stress

Stress on and off the job takes a toll on your physical and emotional health. Even when you can't avoid stressful situations, you can reduce and manage the stress in your daily life by learning how to relax and release the built-up tension. Easy breathing and stretching exercises that you can do at your workstation can help.

- **Use deep-breathing exercises** to reduce stress:
  - Place your hand on your stomach and take a deep breath, feeling your stomach go out.
  - Hold for a few seconds, and breathe out slowly through your mouth, feeling your stomach go in.
  - Repeat for a few minutes.
- **Relax your neck** by turning your head slowly in a circle, first in one direction, then in the other.
- **Relax your back** by leaning forward and down in a chair. Let your head and neck hang down for a few moments.
- **Relax your shoulders** and arms by standing with your hands over your head, palms facing up and fingers locked.
- **Relax your upper body** by standing with feet apart and stretching one arm over your head and reaching to the side—then repeat with the other arm.

If stress has really gotten to you, consider talking things over with a counselor.

# Mind Your Machines

## The seven key components of machine safety

1. **Mechanical hazards.** The moving parts of a machine can crush, slash, or amputate fingers, hands, arms, and legs. The two places where mechanical hazards pose the greatest danger are at the point of operation—where the work is done—and at the power transmission—where the energy to run the machine comes from.
2. **Electrical hazards.** You can get a serious shock if a machine is not properly grounded or if wiring or other electrical parts are worn, damaged, or malfunctioning.
3. **Nonmechanical hazards.** Also be aware of nonmechanical hazards such as noise or hazardous substances used in the machine's operation. These are often overlooked.
4. **Machine guards and safety devices.** Machine guards and safety devices are designed to protect you from mechanical hazards, particularly at the point of operation and around the power transmission. All guards and devices should be operating correctly.
5. **Safety training.** Operate a machine only if you've been trained and authorized to do so safely.
6. **Personal protective equipment.** Make sure you use assigned PPE, such as eye and hearing protection.
7. **Maintenance and repair.** Machines should be serviced on a regular schedule and repaired whenever there is any sign of trouble.



# Winter Got You Down?

## Tips for dealing with the symptoms of SAD

During winter's short, gray days, do you often feel down? If so, you might have Seasonal Affective Disorder (SAD), a temporary condition caused by lack of bright light. Symptoms include:

- Feeling depressed, overly tired, or sluggish
- Sleeping more but still waking up tired
- Increased appetite, especially for carbohydrates
- Feeling edgy, irritable, or anxious
- Feeling less productive or in a slump
- Having trouble concentrating or remembering
- Feeling less cheerful and upbeat, and not interested in going out or socializing
- Finding it harder to cope with things that usually don't get to you

If you are experiencing symptoms of SAD, what can you do about it?

- Get out and exercise. Spend time outdoors each day during the daylight hours.
- Get yourself off the couch, out of the house, and together with friends and family. Enjoy your favorite activities after work and on weekends.
- Eat right and eat light. Even though you may be craving carbs and sweets, eat small, light meals with plenty of protein.
- Shine a light on SAD symptoms. Keep your home and work area well lit and allow natural light to enter wherever possible.

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### S & H AUDITS

Safety and Health audits are internal checks of safety and health performance and compliance with safety and health regulations and policies. The company conducts regular audits to help identify what we're doing right and what we can do better.

A safety and health audit looks at the facility itself, the equipment we use, and the procedures we follow. This helps us isolate and identify what changes need to be made to prevent accidents and illnesses on the job.

In addition to participating and cooperating in s & h audits, you can conduct your own daily or weekly audit of your workstation and work area. Develop an inspection checklist that covers the items and areas you will look at. Investigate each item on the checklist to determine compliance with safety and health rules and regulations. Focus on key safety and health concerns such as:

- Housekeeping
- Machinery and equipment
- Hazardous substances
- Personal protective equipment
- Emergency preparedness
- Safety and health practices

Depending on your particular job, you may need to add other areas or items to your checklist. Be sure to immediately correct or report any hazards uncovered by your audit.

Safety and Health audits can help you improve your safety performance and reduce your risk of injury and job-related illness. Your Safety Office representative will contact your Organization in the near future to set up your audit/inspection.

# Don't Get Zapped!

## Learn more about electrical safety

Read each statement about electrical safety and circle T for True or F for False.

1. Electrical shock is more likely in a dry situation than a wet one. **T F**
2. Anyone with experience is permitted to repair electrical equipment. **T F**
3. Water or water-based fire extinguishers are the best thing to use to put out small electrical fires. **T F**
4. Wearing metal jewelry around electricity can turn you into a conductor and cause a bad shock. **T F**
5. When cords are used outdoors or in wet areas, they should be plugged into a ground fault circuit interrupter (GFCI). **T F**
6. Staple electrical cords to the floor or wall out of people's way. **T F**
7. Use only insulated, nonconductive tools when working with electrical equipment. **T F**

### Answers:

- (1) F. Water or dampness increases the risk of electrical shock.  
(2) F. Only qualified workers (those who are specially trained and authorized) are permitted to make electrical repairs.  
(3) F. Never use water or water-based fire extinguishers to fight electrical fires. Use a multiple purpose (ABC) or CO<sub>2</sub> extinguisher. (4) T (5) T (6) F. Never fasten cords with staples, nails, or anything that could damage the insulation. (7) T